

Grant/Scholarship Award Appeals

Students who have been denied state financial aid awards may appeal that decision with the Indiana Commission for Higher Education, Division for Student Financial Aid (SFA). SFA will consider documented appeals in the following categories:

Appeals for Late FAFSA filing (FAFSA filed after March 10 Indiana filing deadline)

- Death of an immediate family member* that occurs within 30 days of the filing deadline;
- Serious illness of the student or an immediate family member* that occurs within 30 days of the filing deadline;
- Active duty military service by the student that prevents the student from filing the FAFSA by the filing deadline.

Appeals for Late edit corrections (Edits corrected after May 15 edit correction deadline)

- Death of an immediate family member* that occurs within 30 days of the edit correction deadline;
- Serious illness of the student or an immediate family member* that occurs within 30 days of the edit correction deadline;
- Active duty military service by the student that prevents the student from correcting FAFSA edits by the deadline

Residency

- Student has been an Indiana resident since December 31 of the prior year and will remain an Indiana resident in the current year and throughout the academic year of the financial aid award;
- A parent of a dependent student has been an Indiana resident since December 31 of the prior year and will remain an Indiana resident in the current year and throughout the academic year of the financial aid award

Grade Point Average

- Student does not meet the required grade point average (GPA) necessary to qualify to receive state grant or scholarship awards; meeting GPA requirement applies only to students who initially enroll in college beginning with the 2012-2013 academic year

Documentation

Documentation that may be included to support your personal statement/appeal letter includes, but is not limited to:

- Prior year Indiana income tax returns (used to establish Indiana residency of a student and/or parent of a dependent student);
- Hospital or doctors records providing verification that the student was impacted during the required FAFSA filing or edit correction periods and was therefore unable to meet the required deadlines;

* Immediate family member is defined as a student's spouse, child, parent, grandparent or sibling.

- A notarized statement from a counselor, teacher, clergy member, etc. that supports the student's personal statement;
- Military records such as a DD214 or DD2058
- A funeral program or obituary record that shows the relationship between the student and an immediate family member*

Appeal Process

Appeals received by SFA will be reviewed by the Appeals Committee and a decision made based on the information provided. The student will be notified by email at the email address listed on the "Appeal Form" of the Committee's decision. The appeal process takes approximately two (2) weeks from receipt of the completed form and documentation.

The general appeal process is as follows:

- Student submits a "Appeal Form" and all supporting documentation;
- Appeal is reviewed by the Appeals Committee;
- Student is notified of the Committee's decision via email

Please note; submitting an appeal without the required supporting documentation will delay the appeal review process.

Submitting an Appeal

Appeals can be submitted by email, fax or postal mail. To submit an appeal, please complete the "Appeal Form" and return the form and all supporting documentation to SFA per one of the following:

Mail: Division of Student Financial Aid
Indiana Commission for Higher Education
ATTN: Appeals Committee
W462 Indiana Government Center South
402 West Washington Street
Indianapolis, IN 46204

Fax: (317) 232-3260

Email: awards@sfa.che.in.gov

If you have questions about the appeals process, please contact the SFA by phone at (317) 232-2355 or by email at awards@sfa.che.in.gov.

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